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BUSINESS EDUCATION INDEX–1945

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THE BUSINESS EDUCATION WORLD

BUSINESS EDUCATION INDEX

1945

An Author and Subject Index of Business Education Articles Compiled from a Selected List of Periodicals and Yearbooks Published during the Year 1945

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DELTA PI EPSILON FRATERNITY

NATIONAL HONORARY GRADUATE FRATERNITY
IN BUSINESS EDUCATION

Edited by

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THE BUSINESS EDUCATION WORLD

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BUSINESS EDUCATION PERIODICALS INDEXED

Amer Bus Ed—American Business Education. Herman G. Enterline, ed., Joint Publication Commission of the Eastern Commercial Teachers Association and the National Business Teachers Association, 71 Beech Street, East Orange, New Jersey.

Amer Bus Ed Digest—Same as American Business Education for issues prior to October, 1945.

Am Bus Ed Y—American Business Education Yearbook, Volume II, 1945. Improving Learning and Achievement in Business Education. Joint Publication Commission of the Eastern Commercial Teachers Asssociation and the National Business Teachers Association, New York University Bookstore, 239 Greene Street, New York 3, New York.

Bal Sheet—Balance Sheet. W. Harmon Wilson, ed., South-Western Publishing Company, 201-203 West Fourth Street, Cincinnati, Ohio.

Ball State CJ—Ball State Commerce Journal. M. E. Studebaker, ed., Department of Business Education, Ball State Teachers College, Muncie, Indiana.

Beacons on Bus Ed—Beacons on Business Education. Business Education Department, Teachers College of Connecticut, New Britain, Connecticut.

Bkkg. Mon 62—Monograph 62—Specific Teaching Methods for Bookkeeping and Accounting. (Articles reprinted from Balance Sheet.) South-Western 64 p. '45.

Bus Ed Observer—Business Education Observer. Rosa Scally, ed., Senior High School, New Brunswick, New Jersey.

Bus Ed Outl—Business Education Outlook. James B. Palmer, ed., Ginn and Company, Box N, Back Bay Station, Boston 17, Massachusetts.

Bus Ed World—Business Education World. John Robert Gregg, ed., Gregg Publishing Company, 270 Madison Avenue, New York 16, New York.

Bus Sch Exec—Business School Executive. J. S. Noffsinger, ed., National Council of Business Schools, 839 Seventeenth Street, N.W., Washington 6, D. C.

CEA—Commercial Education Association Yearbook. Basic Business Education for All. Fourteenth Yearbook, 1944. I. David Satlow, ed., The Commercial Education Association of the City of New York and Vicinity. New York University Bookstore, 239 Greene Street, New York 3, New York.

Conn Bus Educ—Connecticut Business Educator. Frank H. Ash, ed., School of Business Administration, University of Connecticut, Storrs, Connecticut.

Dewey Shorthand News. Shorthand Corporation, 1 Madison Avenue, New York 10, New York.

Dict Ed F—Dictaphone Educational Forum. Genevieve A. Hayes, ed., Educational Division, Dictaphone Corporation, 750 Graybar Building, New York 17, N. Y.

Dist Ed—D. E. Coordinator. William S. Mason, 3 Winters Lane, Riverhead, N. Y.

Ediphone Ed—Ediphone Educator. Department of Educational Training, Thomas A. Edison, Inc., West Orange, New Jersey.

Gregg N L—Gregg News Letter. Charles E. Zoubek, ed., Gregg Publishing Company, 270 Madison Avenue, New York 16, New York.

Gregg W—Gregg Writer. John Robert Gregg, ed., Gregg Publishing Company, 270 Madison Avenue, New York 16, New York.

Imp Meth Tchg Bus—Improved Methods of Teaching the Business Subjects. Ray G. Price, ed., University of Cincinnati and South-Western Publishing Company, 201 West Fourth Street, Cincinnati, Ohio.

J Bus Ed—Journal of Business Education. Herbert A. Tonne, ed., Trethaway Publishing Company, Inc., 512 Brooks Building, Wilkes-Barre, Pennsylvania.

Keeping—Keeping Posted (mimeographed). I. David Satlow, ed., Association of Chairmen of Accounting and Law Departments in New York City High Schools. Bushwick High School, 400 Irving Avenue, Brooklyn, New York.

M Bus Ed—Modern Business Education. A. J. Lawrence, ed., Southern Business Education Association, University of Kentucky, Lexington, Kentucky.

NABTTI—National Association of Business Teacher-Training Institutions. Stephen J. Turille, ed., Madison College, Harrisonburg, Virginia.

N Bus Ed Q—National Business Education Quarterly. Vernal H. Carmichael, ed., Ball State Teachers College, Muncie, Indiana.

News Bul M B E A—The News Bulletin of the Michigan Business Education Association. A. M. Grossman, ed., Michigan Business Education Association, Detroit.

News Letter N M H U—The News Letter of the New Mexico Highlands University. E. Dana Gibson, ed., Business Education Department, New Mexico, Highlands University, Las Vegas, New Mexico.

Ohio B T—Ohio Business Teacher. Gladys Bahr, ed., Withrow High School, Cincinnati, Ohio.

P.B.E.A.—Pennsylvania Business Education News. Clarence G. Enterline, ed., Pennsylvania Business Education Association, 1431 Palm Street, Reading, Pennsylvania.

Private Business Schools Workshop at Woman's College, University of North Carolina, Greensboro, North Carolina. State Board of Education, Department of Public Instruction, Raleigh, North Carolina.

Review Bus Ed—Review of Business Education. Oklahoma Agricultural and Mechanical College and the Oklahoma Commercial Teachers Federation, Stillwater, Oklahoma.

Scribe—The Scribe—Dewey Shorthand Corporation, 1 Madison Avenue, New York 10, New York.

Thomas S Tchr—Thomas Shorthand Teacher. Charles A. Thomas, ed., Prentice-Hall, Inc., 70 Fifth Avenue, New York 11, New York.

TS Bus Educ—Tri-State Business Educator. Henry S. Baumgarten, ed., Mayer Press, 235 Collins Avenue, Pittsburgh, Pennsylvania.

Typewriting News—South-Western Publishing Company, 201 West Fourth Street, Cincinnati, Ohio.

GENERAL PERIODICALS INDEXED

Amer Tchr—The American Teacher. American Federation of Teachers, 506 South Wabash Avenue, Chicago, Illinois.

AVJ—American Vocational Journal. L. H. Dennis, ed., American Vocational Association, Inc., 1010 Vermont Avenue, N. W., Washington, D. C.

Balt Bul Ed—Baltimore Bulletin of Education. John J. Stenquist, ed., Bureau of Measurement, Statistics and Research, 3 East 25th Street, Baltimore, Maryland.

Better Teaching. G. H. Reavis, ed., Cincinnati Public Schools, Cincinnati, Ohio.

Bul Nat Assn Sec Sch Prin—Bulletin of the National Association of Secondary-School Principals. $3; free to members. National Education Association, Paul E. Elicker, executive secretary, 1201 16th Street, N. W., Washington 6, D. C.

Consumer Credit. Consumer Banking Institute, Washington, D. C.

Consumer Education Study. Thomas H. Briggs, Director, National Association of Secondary School Principals, 1201 16th Street, N. W., Washington 6, D. C.

C G—Consumers Guide. Ben James, ed., War Food Administration, Washington.

Consumers News Digest. Committee on Consumer Relations in Advertising, Inc., 420 Lexington Avenue, New York.

Ed—Education. Raymond P. Palmer, ed. $4. Palmer Company, 370 Atlantic Avenue, Boston, Massachusetts.

Ed Digest—Education Digest. Lawrence W. Prakken, ed. $3. Education Digest, P. O. Box 100, Ann Arbor, Michigan.

Ed Vic—Education for Victory. Olga A. Jones, ed. $1. Superintendent of Documents, Government Printing Office, Washington, D. C. Succeeded by School Life, October, 1945.

H Points—High Points. A. H. Lass, ed. New York (city). Board of Education, Room 925, 110 Livingston Street, Brooklyn, New York.

H Sch J—High School Journal. W. Carson Ryan, ed. $1.50. University of North Carolina Press, Chapel Hill, North Carolina.

J Accy—Journal of Accountancy. John L. Carey, ed., American Institute Publishing Company, Inc., 13 West 41st Street, New York 17, New York.

J Am Assn Col Reg—Journal of the American Association of College Registrars. William C. Smyset, ed., American Association of Collegiate Registrars, 450 Ahnaip Street, Menasha, Wisconsin.

J Ed Soc—Journal of Educational Sociology. E. George Payne, ed. $3. Journal of Educational Sociology, Inc., Room 51, 32 Washington Place, New York 3, N. Y.

J Higher Ed—Journal of Higher Education. R. H. Eckelberry, ed. $3. Bureau of Educational Research, Ohio State University, Columbus, Ohio.

Jun Col J—Junior College Journal. $3. American Association of Junior Colleges, 1201 Nineteenth Street, N. W., Washington 6, D. C.

Ky Sch J—Kentucky School Journal. W. P. King, ed. $1. Kentucky Education Association, 1423 Heyburn Bldg., Broadway at Fourth Avenue, Louisville 2, Ky.

Kiwanis—Kiwanis Magazine. O. E. Peterson, ed., 520 N. Michigan Avenue, Chicago, Illinois.

Nat Ed Assn J—Journal of the National Education Association. Joy Elmer Morgan, ed. $2; free to members. National Education Association of the United States, 1201 16th Street, N. W., Washington 6, D. C.

Nat Ed Assn Res Bul—Research Bulletin of the National Education Association. $1. Research Division, National Education Association, 1201 16th Street, N. W., Washington 6, D. C.

N Sh Rep—The National Shorthand Reporter. Louis Goldstein, ed., National Shorthand Reporters Association, 150 Nassau Street, New York 7, New York.

Nation's Business. L. F. Hurley, ed., Chamber of Commerce of the United States, 1615 H Street, N. W., Washington, D. C.

N J Ed R—New Jersey Educational Review Monthly. Frederick L. Hipp, ed., New Jersey Education Association, Stacy-Trent Hotel, Trenton, New Jersey.

N Y St Ed—New York State Education. Arvie Eldred, ed., New York State Teachers Association, 152 Washington Avenue, Albany 6, New York.

Occupations—Occupations. Harry D. Kitson, ed. $3.50. Occupations, 82 Beaver Street, New York 5, New York.

Ohio Sch—Ohio Schools. Hobart H. Bell, ed. $1.50. Ohio Education Association, 213-215 East Broad Street, Columbus 15, Ohio.

R Ed Res—Review of Educational Research. J. C. Morrison, ed. $4. American Educational Research Association, 1201 16th Street, N. W., Washington 6, D. C.

Sch (sec)—School—Secondary Edition. Charles E. Phillips, ed., University of Toronto, Toronto, Canada.

Sch Activities—School Activities. Harry C. McKown, ed. $2.50. School Activities Publishing Company, 1515 Lane Street, Topeka, Kansas.

Sch L—School Life—Replaced Education for Victory, October, 1945.

Sch R—School Review. Ralph W. Tyler and others. $2.50. Department of Education, University of Chicago, 5835 Kimbark Avenue, Chicago 37, Illinois.

Sec Ed—Secondary Education. Ernest D. Lewis, ed. $1. Department of Secondary Teachers, National Education Association, P. O. Box 303, Greenwich, Conn.

Sierra Ed News—Sierra Educational News. Vaughan MacCaughey, ed. $2. California Teachers Association, 660 Market Street, San Francisco 4, California.

Teach Col Rec—Teachers College Record. Max R. Brunstetter, ed. $3. Bureau of Publications, Teachers College, Columbia University, 525 West 120th St., New York 27, New York.

Teacher-Education Journal. F. C. Borgeson, ed., Eastern States Association of Professional Schools for Teachers, Rhode Island College of Education, Providence, Rhode Island. Suspended publication March, 1945.

Tex Outl—Texas Outlook. B. B. Cobb, ed. $2. Texas State Teachers Association, 410 East Weatherford Street, Fort Worth, Texas.

Think. Edmund F. Hackett, ed., International Business Machines Corporation, 590 Madison Avenue, New York 22, New York.

Trends—Trends in Education—Industry Cooperation—National Association of Manufacturers, 14 West 49th Street, New York 20, New York.

Va J Ed—Virginia Journal of Education. Francis S. Chase, ed. $1.50. Virginia Education Association, 401 North Ninth Street, Richmond 10, Virginia.

GENERAL PERIODICALS PARTIALLY INDEXED

American Association of School Administrators. Official Report. 1201 16th Street, N. W., Washington 6, D. C.

Amer Assoc Teach Col Yearbook—American Association of Teachers Colleges. Charles W. Hunt, sec. 1201 16th Street, N. W., Washington 6, D. C.

American Association of University Women, 1634 I St., N. W., Washington 6, D. C.

American Home—American Home Magazine Corp., 55 Fifth Avenue, New York 3, New York.

American School and University, 470 Fourth Avenue, New York 16, New York.

Am Sch Bd J—American School Board Journal. William George Bruce and William C. Bruce, eds. $3. Bruce Publishing Company, 540 North Milwaukee Street, Milwaukee 1, Wisconsin.

Association for General and Liberal Education. Bul. No. 1, 127 p. $1.45. E. A. Hansen, sec. R. D. 3, Athens, Ohio.

Business Week—Business Week. McGraw-Hill Publishing Company, Inc., 330 West 42d Street, New York 18, New York.

Chicago Schools Journal. Chicago Teachers College, 6800 Stewart Avenue, Chicago 21, Illinois.

Clearing House. F. E. Long, ed. $3. 207 Fourth Avenue, New York 3, New York.

Conference on Postwar Problems. 146 p. $1.50. '44. Vanderbilt University Press, Nashville 4, Tennessee.

Educational Record. A. J. Brumbaugh, ed. $2. American Council on Education, 744 Jackson Place, N. W., Washington 6, D. C.

Educational Outlook. $2.50. School of Education, University of Pennsylvania, Philadelphia, Pennsylvania.

Engl J—English Journal. W. Wilbur Hatfield, ed. $3. University of Chicago Press, 5750 Ellis Avenue, Chicago, Illinois.

Indiana University School of Education Bulletin 20, November '44, Bloomington, Indiana.

Ind Arts & Voc Ed—Industrial Arts and Vocational Education. John J. Metz, ed. $2.50. Bruce Publishing Company, 540 North Milwaukee Street, Milwaukee 1, Wisconsin.

Instructor—Helen M. Owen, ed., Dansville, New York.

J Ap Psychol—Journal of Applied Psychology. Donald G. Patterson, ed. $6. American Psychological Association, Inc., W. L. Valentine, Northwestern University, Evanston, Illinois.

J Chem Ed—Journal of Chemical Education. Norris W. Rakestraw, ed. $3. Journal of Chemical Education, 20th and Northampton Streets, Easton, Pennsylvania.

Journal of Educational Research. University of Wisconsin, Madison 6, Wisconsin.

J Home Econ—Journal of Home Economics. Helen P. Hostetter, ed. $2.50. American Home Economics Association, 620 Mills Building, Washington 6, D. C.

J Negro Ed—Journal of Negro Education. Charles H. Thompson, ed. $2.50. Howard University, Washington, D. C.

Journal Social Psychology. The Journal Press, Provincetown, Massachusetts.

Nation's Sch—Nation's Schools. Arthur B. Moehlman, ed. $2. Nation's Schools Publishing Company, 919 North Michigan Avenue, Chicago 11, Illinois.

National Society for the Study of Education. Forty-fourth Yearbook, Pt. I. Department of Education, University of Chicago, 1944.

New York Society of Certified Public Accountants, 15 East 41st Street, New York, New York.

North Cen Assn Q—North Central Association Quarterly. Harlan C. Koch, managing ed. $5; $2 to libraries. North Central Association of Colleges and Secondary Schools, 4012 University High School Building, Ann Arbor, Michigan.

Pedagogical Seminary and Journal of Genetic Psychology. The Journal Press, 2 Commercial Street, Provincetown, Massachusetts.

Pittsburgh Schools. Board of Public Education, 155 Administration Building, Pittsburgh, Pennsylvania.

Quarterly Review of Higher Education Among Negroes. Johnson C. Smith University, Charlotte, North Carolina.

Radio News—Ziff-Davis Publishing Company, 540 North Michigan Avenue, Chicago 11, Illinois.

Reader's Digest—Reader's Digest. DeWitt Wallace and Lila Acheson Wallace, eds. $3. Reader's Digest Association, Inc., Pleasantville, New York.

Scholastic—Senior Scholastic (High School Teacher edition). Kenneth M. Gould, ed. $2 (combined or teacher ed. only); school group rate (two or more subscriptions to one address) $1 for special eds., $1.30 for combined ed. Scholastic Corporation, 220 East 42d Street, New York 17, New York.

Sch (Sec ed)—School (Toronto) (Secondary edition). Charles E. Phillips, managing ed. $1.75. Ontario College of Education, 371 Bloor Street, West, Toronto 5, Ontario.

Sch & Soc—School and Society. William C. Bagley, ed. $5. The Science Press, North Queen Street and McGovern Avenue, Lancaster, Pennsylvania.

Sch Executive—School Executive. N. L. Engelhardt and William G. Carr, eds. $2. The School Executive, 470 Fourth Avenue, New York 16, New York.

Times Educational Supplement. Printing House Square, London, E.C. 4.

Vital Speeches—Vital Speeches of the Day. Thomas F. Daly, Jr., ed. $3. City News Publishing Company, 33 West 42d Street, New York 18, New York.

SUBJECT HEADINGS

Accounting
Administration and supervision
Adult education
Advertising
Aptitude tests
Arithmetic, commercial
Associations
Audio-visual aids
Auditing
Bibliography
Bookkeeping
Business and business education
Business education
Business English
Business law
Business letters
Business organization and management
Business schools
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Penmanship
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Spelling
Stenography
Stenotype
Taxation
Teachers
Tests
Transcription
Typewriting
Veterans' education
Visual aids
Vocabulary
Vocational education
Vocational guidance
Vocational rehabilitation
Workbooks
Work experience

KEY TO ABBREVIATIONS

Apr	April	jt	joint
assn	association	Jul	July
Aug	August	Mar	March
auth	author	misc	miscellaneous
ave	avenue	nat	national
bd	board	no	number
bldg	building	Nov	November
bul	bulletin	Oct	October
bur	bureau	p	pages
bus	business	pl	place
co	company	pt	part
comp	compiled, compiler	pub	publishing, publisher
Dec	December	pubs	publications
dept	department	sec	secondary, secretary
doc	documents	Sep	September
ed	edited, edition	ser	series
	education, editor	sq	square
Feb	February	st	street
Jan	January	supt	superintendent
Jun	June	univ	university
Jr	junior	v	volume

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AARO, Ruth A.

An analysis of English errors made by selected college students in the writing of business letters. Amer Bus Ed 2: 56 Oct '45

ABELL, Wilbur J.

What can the college do for the beginning teacher? Ball State CJ. 16: 15–16 May '45

ABNEY, Velma Overne

Basic minimum essentials of mechanics of English usage required by secretaries. Review Bus Ed 42: 7–8 Jan '45

Some frequent terms used in the insurance field. Gregg W 48: 61–2 Oct '45

Teaching of office practice in large high school. N Bus Ed Q 14: 33–8, 58 Dec '45

ACCOUNTING

Accounting—a new field for women. E. J. Baker. Bal Sheet 27: 21 Sep '45

Accounting aptitude and home work. B. R. Swem. Occupations 23: 218–19 Jan '45

Accounting education. Editorial. J Accy 80: 161–3 Sep '45

Accounting for associations and clubs. Earle B. Fowler. J Accy. 80: 31–3 Jul '45

Accounting for sources of income. William H. Moore. J Accy 79: 285–90 Apr '45

Accounting in education. Harold M. Perry. Beacons on Bus Ed 16: 7–8, 14 Jan '45

Accounting plan for activity funds. A. L. Thomasson. Sch Activities 17: 62–3 Oct '45

Accounting principles, 4th ed. Howard S. Noble. South-Western 768p. $4 '45

Accounting profession's new opportunities. John L. Carey. J Accy 80: 280–4 Oct '45

Accounting questions. See numbers J Accy

After cost determination—cost control. A. Matz. J Accy 80: 118–24 Oct '24

American institute of accountants examination. J Accy. 79: 469–80 Jun '45; 80: 465–78 Dec '45

Analysis of examination results. J Accy. 80: 77 Jul '45

Application of machine methods to the field of accounting. Harold Boyack. Bkkg Mon 62: 7–10 Apr '45

Back to distribution costs. J. Brooks Heckert. J Accy. 79: 456–60 Jun '45

Can bookkeeping be taught intelligently without accounting? Nathan H. Lenert. N Y Certified Public Accountant 145 Mar '45

College accounting, 4th ed. J. F. Sherwood and Clem Boling. Parts 1 and 2. South-Western 720p. $2.60 '45

College accounting. Workbook, Part I. J. F. Sherwood and Clem Boling, Fourth Edition, South-Western 160p. 64¢ '45

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Control of student funds by business pupils. Laurence King. Conn Bus Educ 5: 7–9 Jun '45

Coordinating professional services of the lawyer and accountant. Frank L. Snell. J Accy 79: 291–4 Apr '45

Depreciation trends in accounting. Thesis. Sister Isabelle Marie Finn. Amer Bus Ed 2: 56 Oct '45

Developments in auditing. Paul Grady. J Accy 79: 272–8 Apr '45

Educational program of the American institute of accountants. Thomas W. Leland. J Accy 79: 226–34 Mar '45

Effect of high school bookkeeping on college accounting. J. Marvin Sipe. Bal Sheet 27: 98–101 Nov '45

Effect that federal taxation should have on teaching of bookkeeping and accounting. D. B. Marti. Bkkg Mon 62: 39–42 Apr '45

Elementary accounting for colleges. Fayette H. Elwell. Ginn 708p. $3.75 '45

External and internal auditors now and after the war. Maurice E. Peloubet. J Accy 79: 391–94 May '45

Financial statements from the viewpoint of the credit man. Joseph Rubanow. N Y Certified Public Accountant 225 May '45

Full employment and accounting. Editorial. J Accy 80: 163–5 Sep '45

Hints to C.P.A. candidates. C. J. Schaniel. J Accy 79: 139–40 Feb '45

Internal audits of student fund accounts—an educational opportunity. Cyril L. Elsdon. Sch Activities 16: 255–6 Mar '45

The position of the woman accountant in the postwar era. Jennie M. Palen. J Accy 80: 27–30 Jul '45

Practical financial statement analysis. Roy A. Foulke. McGraw-Hill 667p. $4 '45

Public accounting in smaller communities. Richard C. Rea. J Accy 80: 276–9 Oct '45

Research notes—M. Herbert Freeman, ed. Amer Bus Ed 2: 117–18 Dec '45

Secretarial accounting, 4th ed. Parts 1 and 2. J. F. Sherwood and Clem Boling. South-Western 548p. $2 '45

Secretarial accounting. Workbook Part I. J. F. Sherwood and Clem Boling, Fourth edition, South-Western 160p. 64¢ '45

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So you're going into business. Loyd E. Williscroft. Nation's Business 33: 31–2 May '45

Specific teaching methods for bookkeeping and accounting. Monograph 62. (Articles reprinted from Bal Sheet) South-Western 64p. '45

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What is overhead? Ben C. White. J Accy 79: 445–50 Jun '45
Why do we need accountants? Samuel J. Broad. J Accy 80: 267–8 Oct '45
Working papers for chapters 1–15 of accounting principles, Howard S. Noble, Fourth Edition, South-Western 192p. 85¢ '45
Working papers for chapters 16–31 of accounting principles, Howard S. Noble, Fourth Edition, South-Western 184p. 85¢ '45
Your professional reading. M. Herbert Freeman, ed. Bus Ed World 26: 218 Dec '45

ACKERMAN, Laurence J.
Professional preparation for teaching business. J Bus Ed 20: 38 Jun '45

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Study of geographical and economic factors in selected industries of defined area in Ohio and West Virginia. Ohio B T 5: 18 May '45

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Making office practice pay. Bal Sheet 26: 269 Mar '45; Bus Ed World 26: 127 Nov '45

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How diversified occupations program works in one community. Occupations 24: 158–61 Dec '45

ADMINISTRATION and supervision
Administration's responsibility for an adequate business program. Frank W. Tear. TS Bus Educ 39–43 Apr '45
Big stick rule is out. Malcolm Scott Hallman. Ediphone Ed 3–4 Jan '45
Contents of a bulletin of department routines in use at the Bushwick high school. John L. Fiedler. Fourteenth yearbook CEA 218–19 '44
Contents of a department manual in use at the James Monroe high school. Mary G. Ascher. Fourteenth yearbook CEA 220–1 '44
Department head in action—departmental conferences. Irving Raskin and I. David Satlow. Bus Ed World 26: 117–19 Nov '45
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Improvement of business teaching. Irene C. Hypps. Ediphone Ed 10–11 Dec '45
Materials and techniques developed by the commercial departments. I. David Satlow, et al. Fourteenth yearbook CEA 205–17 '44
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Research notes—commercial department records. M. Herbert Freeman, ed. Amer Bus Ed Digest 1: 213–14 May '45
Responsibilities and supervision in business education. Jessie Graham. TS Bus Educ 6–11 Apr. '45
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Using the wealth of the world, a text in economics. D. C. Heath 442p. $1.88 '45

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Business education for adults. C. A. Nolan. J Bus Ed 20: 11–12 May '45
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Maintenance of attendance in public evening high schools. Margaret L. Stewart. Amer Bus Ed 2: 57 Oct '45
Make hay while the sun doesn't shine. H. Everett Pope. Bus Sch Exec 1: 40–3 Jun '45
Night schools as means of co-ordinating day schools with business. Benjamin R. Haynes. Amer Bus Ed 2: 98–100 Dec '45
One in every ten. Edna-Jean Hershey. Bal Sheet 26: 170–2, 192 Jan '45

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How advertising is written—and why. Aesop Glim. McGraw-Hill 150p. $1.75 '45
Thou canst not then be false to any man. Herbert M. Baus. Nation's Business 33: 62–4, 66–7 Dec '45

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Trends in office machines. Beacons on Bus Ed 16: 5–6, 13 Jan '45

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After high school—what? Interim report on a follow-up study of 1939–40 and 1940–41 graduates and drop-outs of six typical Alabama high schools. Rochelle Rodd Gachet. Amer Bus Ed 2: 57 Oct '45

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How to use duplicating machines. Gregg 63p. 60¢ '45
Observation and opinion. J Bus Ed 20: 7 Feb '45

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Commercial studies with social viewpoint. Amer Bus Ed 2: 79–81 Dec '45

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Study of outcomes derived by non-commercial majors in learning typewriting through class instruction. Thesis. Amer Bus Ed 2: 59 Oct '45

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Students' department. H. P. Baumann, ed. See numbers J Accy

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Improvement of learning and achievement in shorthand. Amer Bus Ed Yearbook II: 108–46 '45

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An experience in the teaching of typewriting. Bus Ed World 26: 124–26 Nov '45

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Extra-curricular activities for business students. Ky Sch J 23: 26 Jan '45

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